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86-0142

DDA REGISTRY

FILE: 30-9

22 JAN 1986

MEMORANDUM FOR: Director of Communications  
 Director of Finance  
 Director of Information Services  
 Director of Information Technology  
 Director of Logistics  
 Director of Medical Services  
 Director of Personnel  
 Director of Security  
 Director of Training and Education

FROM:

Executive Officer to the DDA

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SUBJECT: DDA Resource Allocation and Planning

1. The purpose of this memorandum is to solicit information from the DA Offices on the use of their resources. As you will recall, the DDA mentioned in the 7 January 1986 staff meeting that he needs to become better educated on the DA budget and how we should approach our resource requirements in the future. In follow-up conversations the DDA has requested that we provide him with information on how your resources were spent in 1985 and what you plan to do with your resources in 1986. In order to respond to his request would you please provide the following information to me by 12 February 1986:

1985

- How much of your resources were allocated to your internal office requirements. (List specific items/programs supported, i.e.; recruitment, travel, overtime, training, etc.). In cases where there are no specific subobject class detail, e.g.; recruitment or internal training, you will need to estimate.

- How much of your resources were used to support specific Directorate (including the DA) requirements. (Identify the specific program(s) where possible).

DDA/MS

Original - Addressee:

1 - DDA Subj  
 1 - DDA Chrono  
 1 - DDA/MS Subj  
 1 - DDA/MS Chrono  
 1 - E0 Chrono

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- How much of your resources were used to support Intelligence Community requirements. (List specific Agencies and programs and the resources used to support these activities).

- The remainder of your resources (if any) should be listed in a general/miscellaneous category. (List any project/requirements that you support and the resources associated with them that doesn't fall into any of the other categories above).

1986

- We need the same type of information in 1986 that is requested for 1985. The difference in 1986 is that you will have to estimate your requirements in the various categories (assume the current 1986 Gramm-Rudman and DOD unallocated reductions).

2. In providing the data please try to aggregate information (program and resources used) wherever possible. The maximum input from individual offices for this project should be three pages.

3. If you have any questions on the information requested or need further assistance please contact [redacted] DDA/MS, on [redacted]

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